

## **Questions and Answers for the RFQ for Consultant Services**

### **MDRS RFQ No. 2016-01**

[Contractual Workers]

**POSTED:**     **October 21, 2016**

**NOTE:**       *Applications must be received no later than Wednesday, October 28, 2015 at 5:00 PM CST. Please note that two amendments to the RFQ have been posted on the Mississippi Department of Rehabilitation Services (hereinafter “MDRS”) website. Vendors submitting applications should read and acknowledge these amendments which may be found on the MDRS website or by clicking [here](#).*

**Question 1:**   Section 13 of the RFQ states that the applicant is registered or will register with the Mississippi Secretary of State. How do I register since I am not a business or corporation?

**Answer:**       **Please see Amendment One to the RFQ, which deletes the requirement of registration with the Mississippi Secretary of State.**

**Question 2:**   The RFQ suggests U.S. Postal Service certified mail with return receipt, but does the vendor have the option of hand-delivering the application to MDRS?

**Answer:**       **Please see the last bullet under Section 6, Application Submission Requirements, which states as follows:**

*“All application packages must be received by MDRS no later than 5:00 PM CST, Wednesday, October 28, 2015. Applications submitted via facsimile (faxes) or email will not be accepted. It is suggested that if an application is mailed to MDRS, it should be posted in certified mail with a return receipt requested. MDRS will not be responsible for mail delays or lost mail.”*

**The suggestion to use certified mail is made “if an application is mailed to MDRS.” It does not exclude hand delivery. Applications delivered via hand delivery should be brought to 1281 Highway 51 North, Madison, Mississippi 39110.**